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# Thomaston Board of Education Business and Financial Report

June 2014

Respectfully submitted by Todd Bendtsen, Business Manager

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## Business Report

### **Facilities:**

Ken Koval, Town of Thomaston Building Committee Chairman, has provided the following facilities update:

- *Black Rock School Roof Project- The project is still active. The roof had some leaks from the storm over the July 4<sup>th</sup> holiday. It will be monitored to see if the leaks were from the roof and if so the contractor will be called back in for the repairs.*

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***Food Service Contract:*** *The food Service program had a deficit of \$22,875 for last fiscal year and it is projected that this fiscal year deficit will be approximately \$10,000. This projection assumes that Education Connection will not collect the full management fee of \$40,739, to date they have been paid \$4,073.90. Education Connection has proposed some cost cutting measures to help the program financially for next school year and have also recommended an increase in lunch prices for next year. The Town has been funding the deficit currently. We are anticipating paying off this deficit by the end of this fiscal year so next fiscal year the program starts with a zero balance instead of a deficit balance. There is a meeting scheduled on July 15 with Education Connection to discuss the future of the program and what we expect to receive from them, if we have them continue to manage the program.*

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## Financials

### **2013-2014 Budget:**

Thomaston Board of Education financial information is presented in two ways: (1) without encumbrances and (2) with encumbrances. In the 2013-2014 Budget Table without Encumbrances, 100.65% of the budget has been spent. This is over 100% because the excess cost amount has not been credited to the budget.

### **2013-2014 Budget Table without Encumbrances**

Object and Description	Original Budget	Transfers	Adjusted Appropriation	Year-to-Date (YTD) Expended	Year-to-Date Percent Expended
<b>111 CERTIFIED PERSONNEL</b>	\$6,766,262.00	(\$6,287.39)	\$6,759,974.61	\$6,683,240.09	98.86%
<b>112 NON-CERTIFIED PERSONNEL</b>	\$1,596,771.00	(\$10,310.05)	\$1,586,460.95	\$1,566,289.82	98.73%
<b>200 EMPLOYEE BENEFITS</b>	\$2,963,152.00	(\$23,328.00)	\$2,939,824.00	\$2,565,889.52	87.28%
<b>300 OTHER PROF TECH SERVICE</b>	\$233,192.00	\$880.90	\$234,072.90	\$183,911.92	78.57%
<b>321 INSTRUCTION</b>	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>400 PROPERTY SERVICE</b>	\$686,214.00	\$55,972.80	\$742,186.80	\$819,663.58	110.44%
<b>510 PUPIL TRANSPORTATION</b>	\$721,951.00	(\$3658.00)	\$718,293.00	\$727,369.41	101.26%
<b>521 LIABILITY INSURANCE</b>	\$325.00	\$8.00	\$333.00	\$324.00	97.30%
<b>560 TUITION</b>	\$247,832.00	(\$40,811.47)	\$207,020.53	\$225,870.30	109.11%
<b>563 SPECIAL EDU NON PUBLIC</b>	\$341,395.00	\$0.00	\$341,395.00	\$826,537.54	242.11%
<b>590 OTHER PURCHASED SERVICE</b>	\$139,358.00	\$8,366.36	\$147,724.36	\$176,135.73	119.23%
<b>611 INSTRUCTIONAL SUPPLIES</b>	\$149,072.00	(\$7,230.00)	\$141,842.00	\$128,885.58	90.87%
<b>641 TEXT BOOKS</b>	\$67,060.00	(\$2,499.33)	\$64,560.67	\$59,330.65	91.90%
<b>642 LIBRARY BOOKS &amp; PER</b>	\$15,098.00	\$11,343.73	\$26,441.73	\$21,442.58	81.09%
<b>690 OTHER SUPPLIES &amp; MATER</b>	\$168,751.00	(\$15,864.58)	\$152,886.42	\$149,116.68	97.53%
<b>730 INSTRUMENT EQUIPMENT</b>	\$31,400.00	\$25,218.18	\$56,618.18	\$62,060.49	109.61%
<b>735 TECHNOLOGY SOFTWARE</b>	\$13,000.00	(\$2,000.00)	\$11,000.00	\$9,643.27	87.67%
<b>739 OTHER EQUIPMENT</b>	\$156,743.00	\$4110.85	\$160,853.85	\$183,941.60	114.35%
<b>810 DUES AND FEES</b>	\$150.00		\$150.00	\$0.00	0.00%
<b>890 OTHER OBJECTS</b>	\$112,967.00	\$6,088.00	\$119,055.00	\$115,140.79	96.71%
<b>TOTAL:</b>	<b>\$14,410,693.00</b>	<b>\$0.00</b>	<b>\$14,410,693.00</b>	<b>\$14,504,793.55</b>	<b>100.65%</b>

## 2013-2014 Budget Table with Encumbrances

The 2013-2014 Budget Table with Encumbrances shows the budget expended 101.57%. This is again because the excess cost payment has not been credited to the Budget. Expenditures for June 2014 total \$2,261,443.00.

After a review of the budget, it is projected that there will be a surplus of approximately \$30,000. There was a savings of \$365,000 in the Health Benefit's budget line item that offset the deficit in the special education tuition line item.

Object and Description	Original Budget	Transfers	Adjusted Appropriation	Encumbered	Year-to-Date (YTD) Expended	Year-to-Date Percent Expended
111 CERTIFIED PERSONNEL	\$6,766,262.00	(\$6,287.39)	\$6,759,974.61		\$6,683,240.09	98.86%
112 NON-CERTIFIED PERSONNEL	\$1,596,771.00	(\$10,310.05)	\$1,586,460.95		\$1,566,289.82	98.73%
200 EMPLOYEE BENEFITS	\$2,963,152.00	(\$23,328.00)	\$2,939,824.00	\$45.33	\$2,565,889.52	87.28%
300 OTHER PROF TECH SERVICE	\$233,192.00	\$880.90	\$234,072.90	\$2,992.63	\$183,911.92	79.85%
321 INSTRUCTION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
400 PROPERTY SERVICE	\$686,214.00	\$55,972.80	\$742,186.80	\$10,311.92	\$819,663.58	111.83%
510 PUPIL TRANSPORTATION	\$721,951.00	(\$3658.00)	\$718,293.00	\$38,681.84	\$727,369.41	106.65%
521 LIABILITY INSURANCE	\$325.00	\$8.00	\$333.00	\$0.00	\$324.00	97.30%
560 TUITION	\$247,832.00	(\$40,811.47)	\$207,020.53	\$10,366.87	\$225,870.30	114.11%
563 SPECIAL EDU NON PUBLIC	\$341,395.00	\$0.00	\$341,395.00	\$58,528.73	\$826,537.54	259.25%
590 OTHER PURCHASED SERVICE	\$139,358.00	\$8,366.36	\$147,724.36	\$0.00	\$176,135.73	119.23%
611 INSTRUCTIONAL SUPPLIES	\$149,072.00	(\$7,230.00)	\$141,842.00	\$2,994.36	\$128,885.58	92.98%
641 TEXT BOOKS	\$67,060.00	(\$2,499.33)	\$64,560.67	\$507.94	\$59,330.65	92.69%
642 LIBRARY BOOKS & PER	\$15,098.00	\$11,343.73	\$26,441.73	\$210.96	\$21,442.58	81.89%
690 OTHER SUPPLIES & MATER	\$168,751.00	(\$15,864.58)	\$152,886.42	\$3,362.65	\$149,116.68	99.73%
730 INSTRUCT EQUIPMENT	\$31,400.00	\$25,218.18	\$56,618.18	\$2,099.20	\$62,060.49	113.32%
735 TECHNOLOGY SOFTWARE	\$13,000.00	(\$2,000.00)	\$11,000.00	\$0.00	\$9,643.27	87.67%
739 OTHER EQUIPMENT	\$156,743.00	\$4110.85	\$160,853.85	\$0.00	\$183,941.60	114.35%
810 DUES AND FEES	\$150.00		\$150.00	\$0.00	\$0.00	0.00%
890 OTHER OBJECTS	\$112,967.00	\$6,088.00	\$119,055.00	\$1,547.00	\$115,140.79	98.01%
<b>TOTAL:</b>	<b>\$14,410,693.00</b>	<b>\$0.00</b>	<b>\$14,410,693.00</b>	<b>\$131,649.43</b>	<b>\$14,504,793.55</b>	<b>101.57%</b>

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**2013-2014 Transfers for June 2014:**

Policy 3160 (Business/Non-Instructional Operations-Transfers of Funds Between Categories) states, “The Superintendent, or their designee, may transfer any unexpended or not contracted portion of any appropriation for school purposes to any other line item of such itemized estimate up to a limit of \$5,000 for any one occurrence.” The 2013-2014 Transfer Table shows all transfers occurring in June 2014 up to the aforementioned limit. The transfers total is \$3,122.00 for June.

**2013-2014 Transfer Table**

Account Number	Transfer Type	Transfer Date	Transfer Description	Transfer Amount	Type
1-00-00220-05-1200-641	From	6/26/2014	TEXTBOOKS	(\$390.00)	SUPERINTENDENT APPROVED TRANSFERS
1-00-00430-05-2100-300	To	6/26/2014	SPECIAL ED. EVALUATION - Public	\$390.00	SUPERINTENDENT APPROVED TRANSFERS
1-00-00240-05-1200-611	From	6/26/2014	TEACHING SUPPLIES	(\$550.00)	SUPERINTENDENT APPROVED TRANSFERS
1-00-00430-05-2100-300	To	6/26/2014	SPECIAL ED. EVALUATION - Public	\$550.00	SUPERINTENDENT APPROVED TRANSFERS
1-00-00251-05-1200-611	From	6/26/2014	PRINT/FORMS/COPY/PAPER	(\$385.00)	SUPERINTENDENT APPROVED TRANSFERS
1-00-00430-05-2100-300	To	6/26/2014	SPECIAL ED. EVALUATION - Public	\$385.00	SUPERINTENDENT APPROVED TRANSFERS
1-00-00650-04-2600-690	From	6/26/2014	CUSTODIAL SUPPLIES	(\$495.80)	SUPERINTENDENT APPROVED TRANSFERS
1-00-00721-04-2600-400	To	6/26/2014	REPLACEMENT EQUIP -NON INST	\$495.80	SUPERINTENDENT APPROVED TRANSFERS
1-00-00732-04-2600-739	From	6/26/2014	CONTR. SERVICES REPAIR BLD	(\$797.00)	SUPERINTENDENT APPROVED TRANSFERS
1-00-00646-04-2600-590	To	6/26/2014	UPKEEP FIELD/GROUNDS	\$797.00	SUPERINTENDENT APPROVED TRANSFERS
1-00-00745-04-1000-400	From	6/26/2014	CONTR. SERVICES REPAIR BLD	(\$504.20)	SUPERINTENDENT APPROVED TRANSFERS
1-00-00732-04-2600-739	To	6/26/2014	REPLACEMENT EQUIP -NON INST	\$504.20	SUPERINTENDENT APPROVED TRANSFERS
<b>Total:</b>				<b>(\$3,122.00)</b>	

**Expenditures over \$10,000:**

*An expenditure of \$41,050 to the NWEA (Northwest Evaluation Association) for Web-based Measures of Academic Progress (MAP) for Math, Reading & Language and on-site NWEA Professional Development Coaching Services is being brought forward for the Board’s approval.*

**2012-2015 Grant Report:**

All grant funds on record are shown below. The table below shows all available grant appropriations and expenditures.

**2012-2015 Grant Table**

Grant Duration	Grant Name/Description	Original Budget	Transfers	Adjusted Appropriation	Year-to-Date Expended	Percent Expended
2013-2014	Comprehensive School Readiness	\$4,331.00	\$0.00	\$4,331.00	\$4,234.56	97.77%
2013-2014	School Readiness	\$107,000.00	\$0.00	\$107,000.00	\$94,359.90	88.19%
2013-2014	Adult Education	\$15,372.00	\$0.00	\$15,372.00	\$15,372.00	100.00%
2013-2014	Discovery/Graustein	\$10,000.00	\$0.00	\$10,000.00	\$6,862.00	68.62%
2012-2014	Title I	\$9,818.64	\$0.00	\$9,818.64	\$7,918.00	80.64%
2013-2015	Title I	\$96,433.00	\$0.00	\$96,433.00	\$78,231.25	81.12%
2013-2014	Carl D. Perkins	\$7,917.00	\$0.00	\$7,917.00	\$3,547.71	44.81%
2012-2014	Title IIA	\$30,411.97	\$0.00	\$30,411.97	\$16,871.06	55.48%
2013-2015	Title IIA	\$30,416.00	\$0.00	\$30,416.00	\$0.00	0.00%
2012-2014	IDEA Section 611	\$34,314.10	\$0.00	\$34,314.10	\$34,324.10	100.03%
2013-2015	IDEA Section 611	\$222,154.00	\$0.00	\$222,154.00	\$175,740.53	79.11%
2012-2014	IDEA Section 619	\$3,673.15	\$0.00	\$3,673.15	\$3,673.15	100.00%
2013-2015	IDEA Section 619	\$18,779.00	\$0.00	\$18,779.00	\$9,518.11	50.68%
2013-2014	Magnet School Transportation	\$165,326.00	\$0.00	\$165,326.00	\$163,819.90	99.09%
2012-2013	Early Readiness	\$4,162.05	\$0.00	\$4,162.05	\$4,162.00	100.00%
2013-2014	Early Readiness	\$9,630.00	\$0.00	\$9,630.00	\$2,182.02	22.66%
<b>Grand Total for Report</b>		<b>\$769,737.91</b>	<b>\$0.00</b>	<b>\$769,737.91</b>	<b>\$620,816.29</b>	<b>80.65%</b>

Unlike the comparison that can be made between the percent expended and the percent completed of the fiscal year, the percent expended for grants cannot be compared as simply. For example, one hundred percent of the fiscal year has passed with approximately 80.65% of all grant funds expended. Some of these grant funds were available in the 2012-2013 fiscal year and some will be available through the 2014-2015 fiscal year. Many of these grant also have encumbrances as of June 30<sup>th</sup> so once they are liquidated the percentage expended will increase.

***2014-2019 Capital Expenditure Requests:***

Tracy Decker, Town of Thomaston Business Manager, expects a meeting to be held to discuss the repurposing of unexpended capital funds from prior fiscal years. District and School Administrators have gathered information and have presented it to Ms. Decker to be discussed at the aforementioned meeting.

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